

Glenn Labor-Management Partnership Meeting

March 15, 2000

Minutes

Attendees: Sheila Bailey, Joe Duckworth, James Davis, Bob Everett, Bob Fails, Larry Kalb, George Madzsar, Angel Pagan, Lori Pietravoia, Denny Sender, Don Striebing, Bill Wessel, Hank Wroblewski

Don Striebing introduced Joe Duckworth as the new AFGE representative to the Partnership and explained that he will be replacing Jose Gonzalez.

Minutes

The December minutes were reviewed. Larry Kalb suggested that the minutes reflect that Jean Rogers agreed to look into if Exchange employees could use medical services with no cost to them. The minutes were approved with the change suggested by Larry Kalb.

The minutes from the special partnership meeting were discussed. It was explained by Lori Pietravoia that minutes were prepared to ensure that the issues raised at that meeting were captured. It was agreed that minutes would not be maintained for that meeting so it was suggested and agreed by all to change the heading to "Working Notes for the Record". The notes would not be published. It was also agreed that the first sentence in the second paragraph would be changed from using the term "problems" to "issues" because the purpose of the meeting was not necessarily to discuss problems but to brainstorm issues of interest to the Partnership.

Agenda

Since there was no time at the last meeting to discuss and agree on an agenda for this meeting, the proposed agenda was reviewed and approved with the following changes: "Career Placement Board" changed to "Competitive Placement Process".

Tobacco Sales in the Exchange Store

George Madzsar reported that in accordance with the Administrator's Health initiative, all Centers have been asked to cease the sales of tobacco products in the Exchange stores. The Agency is not denying employees the right to decide to smoke but do not want to advocate smoking by selling tobacco products. He explained that the plan is to sell out the current stock before and to cease the sale of such products as of June 1, 2000. Larry Kalb asked if employees would have the option of going off the lab to purchase tobacco products. Lori Pietravoia indicated that duty time would not be provided for employees to do so.

Partnership Report

Lori Pietravoia presented information regarding the requirement to submit a report on the Center's Partnership activities that is due to Headquarters on April 5, 2000. It was agreed that Lori Pietravoia and Denny Sender would work together to draft a report that the Partnership could review and discuss at a special partnership meeting. The report should stress that the Center has had a long-standing partnership experience, the UMC since 1986. Lori pointed out that the report must address strategic planning issues. It was decided to include in the report information that those issues will be addressed at an upcoming retreat.

Partnership Strategic Planning

Partnership Retreat- It was decided to proceed with the retreat by identifying dates in May. The retreat should cover Interest Based Bargaining training, time to work a real issue and time to address the strategic planning issues that were identified in the partnership report requirements. A team of Bob Everett, Larry Kalb, Lori Pietravoia and Denny Sender should meet with Bill Spellacy of the FLRA to make arrangement for the retreat.

Partnership memo/web site - It was agreed that the draft bulletin should be finalized and sent to all employees. It was agreed that the Partnership web site should be made available to all employees and should be updated with the most recently approved minutes.

Partnership Issues - It was agreed that the Partnership needs to identify strategic issues to address. Potential issues identified: Strategic Workforce Planning (such as aging workforce including aging technician workforce, skill mix, utilizing the workforce efficiently by reviewing contracting out versus developing employees, balance of scientists and engineers and support staff, etc.) and Medical Services Contract. It was agreed that the Partnership needs to brainstorm possible issues, review old issues identified and prioritize issues into one consolidated list.

Competitive Placement Process

Bob Everett explained that there is the perception by many that the current process to fill a position or select for a promotion takes too long. Hank Wroblewski reported that this issue was also raised at the 7000 retreat. It was pointed out that other groups have looked at the process and have made recommendations. Bob Fails reported that one problem has been that the Career Placement Board has been inundated with high grade requests and the Center must control these to ensure costs are controlled. It was agreed that the Partnership, if they are going to consider this issue, needs to gather all the work that has been done regarding this issue and synthesize it instead of starting from scratch. There needs to be an awareness of the current process and determine if the process needs to be improved, another process established or no action is necessary. It was agreed before the Partnership can discuss this matter further additional information is needed. Lori Pietravoia will send copies of the MIM charts that report on the time to fill a position and all will review the Center Level Procedures (CLP) before the next meeting.

Information Exchange

Safety. Bill Wessel reported that a Safety Celebration will be held on March 17 at 12:00 in the Administration Building Auditorium. Awards will be presented and refreshments will be served.

FAIR. Lori Pietravoia reported that the Center is again required to report inherently governmental and commercial activities as a result of the Federal Activities Inventory Act (FAIR). She explained that a team, led by Fran Pierce, has been convened to prepare the report. The unions have been asked to participate in this effort. It was agreed that Fran Pierce should be invited to present an overview of this effort to the Partnership at the next meeting.

Other than Permanent Hiring Initiative. Lori Pietravoia reported that the Mr. Goldin has asked Centers to develop a hiring plan to include "other than permanent" hires. Maury Blanton met with each union to brief them on the initiative and the Center's proposed plan. To date, the Center has not received approval of the plan submitted.

Labor/Employee Relations Conference. George Madzsar reported that the Center Director has agreed to send one member of each union to the FPMI Labor/Employee Relations conference in Tampa, Fla in May. The union is invited to nominate one member to attend and they should be prepared to discuss the conference at the June meeting.

Agenda Items for Next Meeting

FAIR Information Briefing
Retreat Update
Potential Issues for Partnership
CPP

Action Items

- 1. All review Center Level Procedures regarding Competitive Placement Process**
- 2. Lori Pietravoia to send out MIM Charts concerning time to fill positions**
- 3. Lori Pietravoia and Denny Sender to draft Partnership Report and send electronically to members to review prior to special meeting**
- 4. Lori Pietravoia, Larry Kalb, Bob Everett and Denny Sender to work with Bill Spellacy of the FLRA to plan retreat**
- 5. All members come to the next meeting prepared to identify issues that the Partnership should be working on**